

### PERSON CENTERED PLANNING PROCESS

#### TEAM WORK

**TEAM** -- a tightly organized group of people sharing mutual trust, loyalty and conviction, who act together with confidence and determination in order to achieve a particular purpose. A team can be characterized as; a force, a body, or a unit.

In your role as support coordinator (formally known as service coordinator) you will be a member of multiple teams where we work in partnership with people receiving services, families, other state agencies, providers, employees, and other community stakeholders.

The support coordinator's role on the support team is key to facilitating the process for each person receiving services including participation in Person-Centered Planning, Individual Education Plans (IEP's), Provider/Partnership meetings, etc. The focus is to ensure individualized services and supports as identified by the individual/family in the most integrated settings.

**Listed below are some key factors that influence team success in any creative thinking session:**

- **Suspend Judgment**  
By far the most important characteristic of effective creative problem-solving is to have an open mind. You and your team should work on creating a supportive environment where judgment and criticism are not permissible. These qualities stifle creativity.
- **Self Assessment**  
In order to develop a more open mind, it may help to determine your tendency to cling dogmatically to your ideas and opinions.
- **Develop a Positive Attitude**  
Have enthusiasm and optimism for ideas, even if they seem wild and unrealistic. Develop an attitude that all ideas are good ideas, as cynicism will only inhibit creative thinking.
- **Use Checklists**  
There are a couple reasons why your team should write down EVERY idea, no matter how "far-fetched". First, it sends the message to the team that everyone's ideas are valued and helps create a supportive environment. Second, recording all ideas will ensure that nothing important is forgotten and give the team an opportunity to go back and combine parts of one idea with parts of another, letting ideas feed off each other.
- **Be Self Confident**  
Remember that many of the world's greatest ideas were ridiculed at first. Have faith in your creativity!! Some of our most basic scientific principles, such as the Earth is round and revolves around the sun, never would have been advanced without the confidence and courage to go against the grain.

- **Encourage Others**

Praise and encouragement are the fuel for creativity; it enables ideas to flow freely and motivates team members. Instead of criticizing or rejecting an idea, offer praise and encourage your team to keep up the good work!